

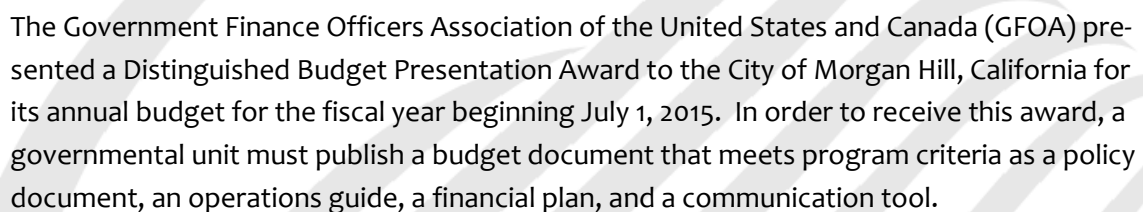
CITY OF MORGAN HILL • FY 16-17 and 17-18 • OPERATING AND CIP BUDGET • CITY OF MORGAN HILL

Steve Tate, Mayor
Rich Constantine, Mayor Pro Tem
Larry Carr, Councilmember
Marilyn Librers, Councilmember
Gordon Siebert, Councilmember

Michael Roorda, City Treasurer
Irma Torrez, City Clerk

Steve Rymer, City Manager
Gary Baum, Interim City Attorney
Leslie Little, Assistant City Manager for Community Development
Christina Turner, Assistant City Manager for Administrative Services
Karl Bjarke, Public Works Director/City Engineer
Andrew Crabtree, Community Development Director
Chris Ghione, Community Services Director
David Swing, Chief of Police
Derek Witmer, Fire Chief

Monica Delgado, Budget Manager
Dat Nguyen, Assistant Finance Director
Cindy Murphy, Program Administrator
Harjot Sangha, Accountant I
Gina Nazareno, Accountant I
Pat Heikens, Accounting Technician
Judy Viegas, Administrative Analyst, Community Services Department
Hilary Holeman, Administrative Analyst, City Manager's Office



*California | Society of
Municipal Finance Officers*

Certificate of Award

Excellence
Fiscal Year 2014-2015

Presented to the

City of Morgan Hill

For meeting the criteria established to achieve the Operating Budgeting Excellence Award.

February 8, 2015

Pamela Arends-King

Pamela Arends-King
CSMFO President

the Duke of Cornwall

*Michael Gomez, Chair
Professional Standards and
Recognition Committee*

Dedicated Excellence in Municipal Financial Reporting



The California Society of Municipal Finance Officers (CSMFO) presented a Certificate of Award for Excellence in Operating Budget for Fiscal Year 2014-15. As a recipient of this award, the City has met the criteria established to achieve the Operating Budget—Excellence Award for budget development and presentation. The City has also received this award for FY 2015-16.

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CITY OF MORGAN HILL • FY 16-17 AND 17-18 • OPERATING AND CIP BUDGET • CITY OF MORGAN HILL

BUDGET DOCUMENT GUIDE

This budget document contains the City of Morgan Hill's Recommended budget for fiscal years 2016-17 and 2017-18. The biennial budget process commences in January with the City Council adopting its priorities, goals, and strategies for the organization and community. This priority based budget strategy ensures that the Council's priorities are the guiding principles for developing the biennial operating and capital improvement budgets. Included are budgets for the City's General Fund, Special Revenue, Capital Project, Debt Service, Enterprise, Internal Service, and Agency Funds. A complete copy of the Six-Year Capital Improvement Program (CIP) is also included.

The **Budget Message** includes the City Manager's letter of transmittal which focuses on the local economy, the budget as a plan for service delivery and the goals of the team for implementation of service delivery.

The **General Information** section contains a brief history of the City of Morgan Hill and an overview of the budget. The Budget Overview contains general information regarding the budget process including a calendar and description of the budget development process, basis of accounting, key revenue projections and assumptions, a description of allocated costs, budget policies, debt policy, and a summary of significant planning policies.

A description of debt obligations, funds and a glossary of terms are also included in this section as well a copy of the resolutions adopting the City Budget (with the Gann appropriation limit calculations).

The **Budget Summary** section contains a summary of all budgeted funds. Each fund shows the actual beginning fund balances at July 1, 2015, and estimated ending fund balance on June 30, 2016, plus projected revenues, expenditures, transfers in, transfers out and projected ending fund balances at June 30, 2017 and June 30, 2018. Also included in this section are a line chart and bar chart reflecting multi-year trends for the General Fund fund balance and a chart comparing City of Morgan Hill major revenues with all cities in Santa Clara County.

Summaries are prepared for Revenues and Expenditures for all funds. These summaries include prior year's actual, FY 2015-16 amended and year-end projections, and FY 2016-17 and 2017-18 recommended budget figures. General Fund revenues and expenditures are also summarized using graphs and/or bar charts for comparison purposes.

Personnel levels have a direct effect on public service delivery. The **Personnel** section shows Personnel levels by program (department). A Citywide organization chart is provided in this section and in each departmental section where applicable.

Departmental budget sections also include a description of the department's activities, current year accomplishments, goals for the coming fiscal year and financial comments. The sections for each department contain historical information on personnel and expenditures.

Included in the **Special Analysis** section are various reports regarding important issues facing the City of Morgan Hill.

A complete copy of the Six-Year Capital Improvement Program (CIP) is included under the heading of **Capital Improvement Program**. The six-year document represents a plan of improvements, a detailed description of each project and the available funding sources.